WTEC *.org*

GSA U.S. General Services Administration

GENERAL SERVICES ADMINISTRATION
FEDERAL AQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: http://www.gsaadvantage.gov

General Services Administration
Federal Supply Service
Mission Oriented Business Integrated Services (MOBIS) Contract;
Integrated Consulting Services (SIN 874-1)

CONTRACT NUMBER:
GS-10F-0447R
Through Mod 28 (Nov. 20, 2013)

PERIOD COVERED BY CONTRACT:
30 August 2010 through 29 August 2015

World Technology Evaluation Center, Inc
1653 Lititz Pike #417
Lancaster, PA 17601-6507
(P): 717-299-7130
(F): 717-299-7131
www.wtec.org

Business Size: **Non-Profit Business**
DUNS: 17-7654113

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.fss.gsa.gov.

GSA AWARDED TERMS AND CONDITIONS
World Technology Evaluation Center, Inc

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price (s).

SIN 874-1: Integrated Consulting Services,

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

Not Applicable

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate not applicable for this item.

Please refer to Attachment A

2. MAXIMUM ORDER:

$1,000,000.00

3. MINIMUM ORDER:

$100.00

4. GEOGRAPHIC COVERAGE (DELIVERY AREA):

Domestic only

5. Point(s) of production (city, county, and State or foreign country).

**1653 Lititz Pike #417
Lancaster, PA 17601-6507
(P): 717-299-7130
(F): 717-299-7131**

6. Discount from list prices or statement of net price**.**

GSA Net pricing shown in pricing tables provided – See ATTACHMENT A

7. QUANTITY DISCOUNTS.

None offered

8. PROMPT PAYMENT TERMS:

Net 30 Days

9a. Government purchase cards *are accepted* at or below the micro-purchase threshold.

Yes

9b. Government purchase cards *are accepted* above the micro-purchase threshold.

Yes

10. FOREIGN ITEMS (LIST ITEMS BY COUNTRY OF ORIGIN):

None

11a. TIME OF DELIVERY:

Specified on task order

11b. EXPEDITED DELIVERY:

Please contact World Technology Evaluation Center, Inc. for expedited delivery.

11c. OVERNIGHT AND 2-DAY DELIVERY:

Please contact World Technology Evaluation Center, Inc.

11d. URGENT REQUIREMENTS:

Please contact World Technology Evaluation Center, Inc. for urgent requirements.

12. F.O.B. POINT(S):

Destination

13a. ORDERING ADDRESS:

**1653 Lititz Pike #417
Lancaster, PA 17601-6507
(P): 717-299-7130
(F): 717-299-7131**

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA s), and a sample BPA can be found at the GSA/FSS Schedule homepage fss.gsa.gov/schedules.

14. PAYMENT ADDRESS.

**1653 Lititz Pike #417
Lancaster, PA 17601
(p) 717-299-7130
(f) 717-299-7131
For EFT, see invoice.**

15.   WARRANTY PROVISION.

   Not Applicable

16.   EXPORT PACKING CHARGES, IF APPLICABLE.

   Not Applicable

17.   TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD
   ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICRO-PURCHASE
   LEVEL).

   Government commercial credit cards will be accepted.

18.   TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF
   APPLICABLE).

   Not Applicable

19.   TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE).

   Not Applicable

20a.   TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF
   PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF
   APPLICABLE).

   Not Applicable

20b.   TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE)

   Not Applicable

21.   LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE).

   Not Applicable

22.   LIST OF PARTICIPATING DEALERS (IF APPLICABLE).

   Not Applicable

23.   PREVENTIVE MAINTENANCE (IF APPLICABLE).

   Not Applicable

24a.   Special attributes such as environmental attributes (e.g., recycled content,
   energy efficiency, and/or reduced pollutants).

   Not Applicable

24b.   If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor s website or other location.) The EIT standards can be found at: www.Section508.gov/.

Not Applicable

25.   DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER.

17-7654113

26.   Notification regarding registration in the sam.gov database.

Registered in sam.gov with CAGE Code 1SQ32

27.   UNCOMPENSATED OVERTIME (INDICATE IF USED):

Exempt employees work uncompensated overtime. However, limited overtime (at straight-time rates) can be paid with the approval of the Government COTR.

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ATTACHMENT A
WORLD TECHNOLOGY EVALUATION CENTER
LABOR CATEGORY DESCRIPTIONS AND HOURLY RATES
(SIN 874-1)

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"SCA APPLICABILITY STATEMENT:
The Service Contract Act (SCA) is applicable to this contract as it applies to the entire MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number.
 Failure to do so may result in cancellation of the contract."

Labor Rates

In Table 1, the Hourly columns were based on the loaded labor rates per hour of service for the base year starting on August 30, 2005. One 2.7% inflation increase has been granted by GSA since then, which is reflected in the price list table. Onsite means that the work would be done in WTEC facilities. Offsite work, i.e. when work is performed in Government facilities, is also shown in the table.

Prices for later years will be determined by GSA based on clause I-FSS-969, Economic Price Adjustment-FSS Multiple Award Schedule (Jan 2002), paragraph (b)(2). The original escalation clause for this contract was based on the market indicator Employment Cost Index (ECI) published by the Bureau of Labor Statistics (BLS) for the Series ID ECU11122A. BLS no longer updates this particular series. Thus the market indicator was changed in a Modification of Contract Number PA-0010 to be the BLS Employment Cost Index, Table 5, Private Industry Workers, Occupational Group and Industry, Service Providing, Professional and Business Services. This index has been used to adjust the prices in Table 1 from the Base Year of 30 August 2005 – 29 August 2006 to the current year of 30 August 2008 – 29 August 2009. Future task order prices will be adjusted in the same way.

WTEC has occasionally employed independent contractors (instead of employees who get fringe benefits) to perform tasks. To make the rates consistent for this type of personnel, WTEC provides them additional pay, so that independent contractors can

provide their own benefits. From the client's point of view, the rates for both classes of personnel are equivalent.

Travel and other direct costs, such as printing of reports, are priced separately.

Table 1. GSA loaded prices for all SINs for years (30 August 2009 - 29 August 2014) assuming 2080 working hours per year. (The BLS index changed to Dec. 2008 = 111.6 from Dec. 2005 = 100.0. The one increase in this table for the 12 months ending March 2009 is 2.7%.

	New GSA prices	**New GSA prices**
Job Category	**Onsite Prices Hourly**	**Offsite Prices Hourly**
Program Manager II	$186.67	$181.06
Program Manager	$119.38	$115.79
Sr. Project Manager	$101.36	$98.31
Project Manager II	$91.36	$88.70
Principal Management Analyst II	$86.32	$83.80
Project Manager	$84.47	$81.93
Principal Management Analyst	$79.28	$76.90
Research Associate	$68.72	$66.65
Expert Panelist	$66.07	$64.08
Sr. Management Analyst	$66.07	$64.08
Management Analyst	$59.14	$57.37
Sr. Technical Writer	$52.86	$51.27
Editor	$46.25	$44.86
Jr. Research Associate	$44.89	$43.54
Jr. Management Analyst	$43.92	$42.61
Administrative Support II	$33.85	$32.84
Administrative Support I	$27.93	$27.09

U.S. Bureau of Labor Statistics, Table 5. COMPENSATION (NOT SEASONALLY ADJUSTED): Employment Cost Index for total compensation, for private industry workers, by occupational group and industry, Service-providing industries, Professional and business services, last modified April 30, 2009

Description of Labor Categories

Program Manager II

Minimum/General Experience:

Twenty years experience, which includes complete project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks relevant to the project or task order, proven expertise in the management and control of funds and resources, and demonstrated capability in managing multi-task management contracts.

Special Experience:
Five years of experience supervising one or more program personnel. Experience in writing, editing, and publishing multiple major reports on program accomplishments.

Functional Responsibility:

- Provides direct customer liaison.
- Develops and implements systems and performance strategies.
- Develops and maintains management controls to ensure projects are completed on time and within the budget and compliant with customer specifications.
- Develops personnel skill requirements, hires, and monitors performance to achieve project or task order objectives.

Minimum Education:

- Bachelor's degree in an appropriate field.
- Master's degree (in an appropriate field) requires only 18 years of relevant experience.
- Ph.D. in an appropriate field requires only ten years of relevant experience

Program Manager

Minimum/General Experience:

Fifteen years experience, which includes complete project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks relevant to the project or task order, proven expertise in the management and control of funds and resources, and demonstrated capability in managing multi-task management contracts.

Functional Responsibility:

- Provides direct customer liaison.
- Develops and implements systems and performance strategies.
- Develops and maintains management controls to ensure projects are completed on time and within the budget and compliant with customer specifications.

- Develops personnel skill requirements, hires, and monitors performance to achieve project or task order objectives.

Minimum Education:

- Bachelor's degree in an appropriate field.
- Master's degree (in an appropriate field) requires only twelve years of relevant experience.
- Ph.D. in an appropriate field requires only eight years of relevant experience

Senior Project Manager

Minimum/General Experience:

Ten years experience, which includes complete project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks relevant to the project or task order, proven expertise in the management and control of funds and resources, and demonstrated capability in managing multi-task management contracts.

Functional Responsibility:

- Provides direct customer liaison.
- Develops and implements systems and performance strategies.
- Develops and maintains management controls to ensure projects are completed on time and within the budget and compliant with customer specifications.
- Develops personnel skill requirements, hires, and monitors performance to achieve project or task order objectives.

Minimum Education:

- Bachelor's degree in an appropriate field.
- Master's degree (in an appropriate field) requires only seven years of relevant experience.

Project Manager II

Minimum/General Experience:

Six years experience, which includes complete project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks relevant to the project or task order, proven expertise in the management and control of funds and resources, and demonstrated capability in managing multitask management contracts.

Functional Responsibility:

- Provides direct customer liaison.
- Develops and implements systems and performance strategies.
- Develops and maintains management controls to ensure projects are completed on time and within the budget and compliant with customer specifications.

- Develops personnel skill requirements, hires, and monitors performance to achieve project or task order objectives.

Minimum Education:

- Bachelor's degree in an appropriate field.
- Master's degree (in an appropriate field) requires four years of relevant experience.

Principal Management Analyst II

Minimum/General Experience:

Twenty-one years experience in the operational, technical, or acquisition fields related to project management. Possesses sufficient breadth and depth of applicable experience to provide management and other technical support independently as well as in a team environment.

Functional Responsibility:

- Conducts system planning to include concept development, requirements analysis and definition, implementation planning and life cycle management.
- Performs analyses and studies enhancing or implementing design and integration solutions.
- Participates in defining test and evaluation techniques on programs.
- Generates processes and procedures supporting related business or other functional processes.
- Develops documentation supporting analysis and makes recommendations on various aspects related to the field of management.
- May serve as a task or project leader.

Minimum Education:

- Bachelor's degree in a relevant technical or management discipline.
- Master's degree requires seventeen years of relevant experience.
- A Ph.D. requires seven years of relevant experience.

Project Manager

Minimum/General Experience:

Five years experience, which includes complete project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks relevant to the project or task order, proven expertise in the management and control of funds and resources, and demonstrated capability in managing multi-task management contracts.

Functional Responsibility:

- Provides direct customer liaison.

- Develops and implements systems and performance strategies.
- Develops and maintains management controls to ensure projects are completed on time and within the budget and compliant with customer specifications.
- Develops personnel skill requirements, carries out the hiring, and monitors performance to achieve project or task order objectives.

Minimum Education:

- Bachelor's degree in an appropriate field.
- Master's degree (in an appropriate field) requires only three years of relevant experience.

Principal Management Analyst

Minimum/General Experience:

Twenty years experience in the operational, technical, or acquisition fields related to project management. Possesses sufficient breadth and depth of applicable experience to provide management and other technical support independently as well as in a team environment.

Functional Responsibility:

- Conducts system planning to include concept development, requirements analysis and definition, implementation planning and life cycle management.
- Performs analyses and studies enhancing or implementing design and integration solutions.
- Participates in defining test and evaluation techniques on programs.
- Generates processes and procedures supporting related business or other functional processes.
- Develops documentation supporting analysis and makes recommendations on various aspects related to the field of management.
- May serve as a task or project leader.

Minimum Education:

- Bachelor's degree in a relevant technical or management discipline.
- Master's degree requires sixteen years of relevant experience.
- A Ph.D. requires six years of relevant experience.

Senior Management Analyst

Minimum/General Experience:

Twelve years experience in the operational, technical or acquisition fields related to a management project. Possesses sufficient breadth and depth of applicable experience to provide management and other technical support independently as well as in a team environment.

Functional responsibility:

- Conducts system planning to include concept development, requirements analysis and definition, implementation planning and life cycle management.
- Performs analyses and studies enhancing or implementing design and integration solutions.
- Participates in defining test and evaluation techniques on management programs.
- Generates processes and procedures supporting related business or other functional processes.
- Develops documentation supporting analysis and makes recommendations on various aspects related to the field of management.
- May serve as a task or project leader.

Minimum Education:

- Bachelor's degree in a relevant technical or management discipline.
- Master's degree requires eight years of relevant experience.
- A Ph.D. requires four years of relevant experience.

Management Analyst

Minimum/General Experience:

Eight years experience in the operational, technical or acquisition fields related to a management project. Possesses sufficient breadth and depth of applicable experience to provide management and other technical support independently as well as in a team environment.

Functional Responsibility:

- Conducts system planning to include concept development, requirements analysis and definition, implementation planning and life cycle management.
- Performs analyses and studies enhancing or implementing design and integration solutions.
- Participates in defining test and evaluation techniques on programs.
- Generates processes and procedures supporting related business or other functional processes.
- Develops documentation supporting analysis and makes recommendations on various aspects related to the field of management.

Minimum Education:

- Bachelor's degree in a relevant technical or management discipline.
- Master's degree requires four years of relevant experience.
- A Ph.D. requires zero years of relevant experience.

Junior Management Analyst

Minimum/General Experience:

One year of experience in the operational, technical or acquisition fields related to a management project. Possesses sufficient breadth and depth of applicable experience to provide technical support independently as well as in a team environment.

Functional Responsibility:

- Conducts system planning to include concept development, requirements analysis and definition, implementation planning and life cycle management.
- Performs analyses and studies enhancing or implementing design and integration solutions.
- Participates in defining test and evaluation techniques on programs.
- Generates processes and procedures supporting related business or other functional processes.
- Develops documentation supporting analysis and makes recommendations on various aspects related to the field of management.

Minimum Education:

- Bachelor's degree in a relevant technical or management discipline plus five years relevant experience. Ten years experience can be substituted for a bachelor's degree.
- Master's degree requires zero years of relevant experience.

Research Associate

Minimum/General Experience:

Eight years experience in the support of specialty areas including but not limited to: research on the Web, in the library, and other sources; graphics and presentations; security; integrated logistics support; financial, data, and configuration management.

Functional Responsibility:

- Supports, analyzes, implements and administers systems in the aforementioned fields.
- Prepares, designs and documents presentations and reports.

Minimum Education:

- Bachelor's degree in related area
- Master's degree can substitute for two years experience

Junior Research Associate

Minimum/General Experience:

Knowledgeable in the support of specialty areas including but not limited to: graphics and presentations; security administration/management; integrated logistics support; financial, data, and configuration management.

Functional Responsibility:

- Supports, analyzes, implements and administers systems in the aforementioned fields.
- Prepares, designs and documents graphic presentations.

Minimum Education:

- Bachelor's degree in related area or discipline.
- Associate degree, or Microsoft (or equivalent) certification, requires two years of relevant experience.

Expert Panelist

Minimum/General Experience:

Two years experience in performing tasks associated with projects of various sizes related to the individual's subject matter expertise. Experience in evaluating the status of planned and current engineering projects. Experience includes such tasks as providing Red Team support, special hardware/software audits, reviews of plans, policies, standards and procedures. Experience can include problem identification and recommended courses of action.

Functional Responsibility:

- Serves as a subject matter expert in areas relevant to the project.
- Produces and or reviews documentation reflecting detailed knowledge of relevant areas.
- Interfaces with Government and other customer management personnel.
- Produces analyses and reports for customer managers and representatives.

Minimum Education:

- Bachelor's degree in related area or discipline.
- Masters degree in related area or discipline requires zero years of relevant experience.
- No degree is required with 10 years of relevant experience.

Editor

Minimum/General Experience:

- One year of experience performing editing. Experience includes various assignments editing reports, brochures, pamphlets, and instructions.
- Very good editing skills as measured by editing tests and a portfolio of edited work.

Functional Responsibility:

- Prepares and edits reports and papers.
- Performs as a working group member on a project team.
- Utilizes word processing, and other office computer applications in conjunction with work efforts.
- Arranges for final publication, including interfacing with production personnel

Minimum Education:

- Bachelor's degree in an appropriate field or related certification.

Senior Technical Writer

Minimum/General Experience:

- Three years experience in a professional-level field performing technical writing. Experience includes various assignments writing technical reports, technical brochures, technical pamphlets, and technical instructions. Experience also includes, but is not limited to, work in all phases of a management or organizational project or program.
- Excellent writing skills as measured by creative writing tests and a portfolio of writing.

Functional Responsibility:

- Prepares for and writes technical manuals and technical reports.
- Performs as a working group member on a project team.
- Utilizes state-of-the-art desktop publishing, plus standard office computer applications in conjunction with work efforts.

Minimum Education:

- Master's degree in an appropriate field
- Bachelor's degree in an appropriate field and related course training with five years experience may be substituted for the above.

Administrative Support II

Minimum/General Experience:

Three years of experience in providing administrative support. Knowledgeable in the support of specialty areas to include but not limited to: graphics and presentation preparation; security administration; integrated logistics support administration; financial management administration; data and configuration management; and planning administration.

Functional Responsibility:

- Supports, analyzes, implements and provides administrative systems in the above fields.
- Designs, prepares and documents graphic presentations.
- Prepares and maintains project and program databases.
- Supports projects management at all levels and in any phase of a project or program.

Minimum Education:

- Bachelor's degree in a related area or discipline.
- A degree is not required with relevant training courses and five years of relevant experience.

Administrative Support I

Minimum/General Experience:

One year of administrative support experience. Knowledgeable in the support of specialty areas to include but not limited to: graphics and presentation preparation; security administration; integrated logistics support administration; financial management administration; data and configuration management; and planning administration.

Functional Responsibility:

- Supports, analyzes, implements and provides administrative systems in the above fields.
- Designs, prepares and documents graphic presentations.
- Prepares and maintains project and program databases.
- Supports projects management at all levels and in any phase of a project or program.

Minimum Education:

- Associate degree in a related area or discipline.
- An Associate degree is not required with relevant training courses and two years of relevant experience.